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SECTION 11. TISA BATCH PROCESSES FUNCTION

11.1 TISA Batch Processes Function.

a. Use the TISA Batch Processes Function to close dining facility accounts, purge old file records, create TA20 transactions for ODS/STANFINS, load DSCP price change and requisition status tapes, create follow-up records for DSCP requisitions, shift issue frequency comments, and load dining facility transactions. This function consists of batch processes required by all other TISA functions. The SA is responsible for running the End of Day and End of Month Batch processes. These options no longer appear on the TISA Batch Processes Command Menu. This function contains two subfunctions and two exit options:

- (1) As Required (para 11.2).
- (2) End of Day (para 11.3).
- (3) End of Month (para 11.4).
- (4) AFMIS Internal Communications (para 11.5).

NOTE: The SA has primary responsibility for running processes in the **AS REQUIRED** subfunction. TISA personnel given authority to run these processes can refer to this section of the end user manual, as well as the AFMIS Systems Administrator Manual. Coordination with the SA is required before running any processes. Processes not requiring SA coordination are: Close DF Accounts and Single Stock Fund Bypass DDN processes.

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b. To review the subfunctions in TISA Batch, select option B from the TISA Command Menu (fig. 11.1-1).

TISA:	Stock	Financial	Maint	Query&Rpts	PhysInvy	Loc'n	BatchTISA	eXit
DATE:	04 APR 92	TROOP ISSUE SUBSISTENCE ACTIVITY COMMAND MENU						AJK-600
		OPTION CODE	RING MENU SELECTION OPTIONS					
		S	STOCK ACCOUNTING					
		F	FINANCIAL ACCOUNTING					
		M	FILES MAINTENANCE					
		Q	REPORTS AND INQUIRIES					
		P	PHYSICAL INVENTORY					
		L	STORAGE LOCATION					
		B	TISA BATCH PROCESSES					
		X	SIGN OFF TISA SUBSYSTEM					
SELECT DESIRED PROCESS BY ENTERING APPROPRIATE RING MENU OPTION CODE:								

Figure 11.1-1. TISA Command Menu Screen (AJK-600).

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c. The TISA Batch Processes Command Menu (fig. 11.1-2) is displayed.

TISA BATCH PROCESSES COMMAND OPTIONS: A C R X		
AS REQUIRED.		
DATE: 15 Jun 92	TISA BATCH PROCESSES COMMAND MENU	AJK-870
OPTION CODE	DESCRIPTION	
A	AS REQUIRED	
C	AFMIS INTERNAL COMMUNICATIONS	
R	RETURN TO TISA COMMAND MENU	
X	EXIT FROM TISA PROCESSING	
ENTER THE DESIRED OPTION CODE THRU RING MENU SELECTION. OPTION CODE:		

Figure 11.1-2. TISA Batch Process Command Menu Screen (AJK-870).

11.2 As Required Subfunction.

a. Use the As Required subfunction to interface with DSCP and Single Stock Fund Bypass. Run other processes on an as needed basis. The TISO or SA determines when to run these processes. This subfunction contains 18 processes and two exit options:

- (1) Close DF Accounts (para 11.2.1).
- (2) Purge DF Accounts (para 11.2.2).
- (3) VRGC Purge (para 11.2.3).
- (4) Single Stock Fund Bypass DDN (para 11.2.4).
- (5) Transmit DSCP Data Via DDN/Create DSCP Tape (para 11.2.5).

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- (6) DSCP MIF Update (para 11.2.6). No Longer Used In AFMIS.
- (7) Purge TRF (para 11.2.7).
- (9) Create Follow-up Records (para 11.2.8).
- (10) Purged Doc Hist Records Inquiry (para 11.2.10).
- (11) Purge Aged Doc Hist Records (para 11.2.11).
- (12) Load DSCP Status Data (para 11.2.12).
- (13) Purge 3161 Header/Trailer (para 11.2.13).

<p>NOTE: The SA can use the DFO Interface processes when an end-of-day run is not successful. To avoid corrupting your files, DO NOT run these processes.</p>
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- (14) DFO Interface--ROS, SOC, XRF (para 11.2.14).
- (15) DFO Interface--Headcount (para 11.2.15).
- (16) DFO Interface--Turn-ins (para 11.2.16).
- (17) DFO Interface--DVD Shopping Lists (para 11.2.17).
- (18) DFO Interface--ARCS Shopping Lists (para 11.2.18).

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b. The TISA Batch Processes As Required Command Menu (fig. 11.2-1) displays the first group of batch processes. Use A thru H to process As Required batch information. Use N to review the next screen of As Required processes. Use R to return to the TISA Batch Command Menu. Use X to return to the AFMIS Command Menu (TISA/Prime Vendor) screen AJK-920.

TISA BATCH AS REQUIRED COMMAND OPTIONS: A B C D E F G H I N R X			
CLOSE DINING FACILITY ACCOUNTS.			
DATE: 28 Sep 92		TISA BATCH PROCESSES AS REQUIRED COMMAND MENU	
AJK-871			
OPTION CODE	DESCRIPTION	OPTION CODE	DESCRIPTION
A -	CLOSE DF ACCOUNTS	F -	DSCP MIF UPDATE
B -	PURGE DF ACCOUNTS	G -	PURGE TRF
C -	VRGC PURGE	H -	CREATE FOLLOW UP RECORDS
D -	SINGLE STOCK FUND BYPASS DDN	N -	NEXT SCREEN OF AS REQUIRED PROCESSES
E -	TRANSMIT DSCP DATA VIA DDN	R -	RETURN TO TISA BATCH COMMAND MENU
		X -	EXIT FROM TISA PROCESSING
ENTER THE DESIRED OPTION CODE THRU RING MENU SELECTION.		OPTION CODE:	

Figure 11.2-1. TISA Batch Process As Required Command Menu Screen (AJK-871) - Group 1 Options.

NOTE: THE PROCESSES ON TISA BATCH AS REQUIRED COMMAND MENU SCREEN AJK-872 ARE FOR USE BY THE SYSTEM ADMINISTRATOR (SA) ON AN AS REQUIRED BASIS. REFER TO THE SYSTEM ADMINISTRATOR MANUAL, SECTION 8 (BATCH PROCESS FOR AFMIS) FOR INSTRUCTIONS ON THESE PROCESSES

11.2.1 Close DF Accounts Process. Use this process to close DF accounts at the end of the accounting period and open accounts for the new month with a balance carried forward.

11.2.1.1 Processing Restrictions. Run the Flag Customer Account for Closing process (para 6.4) to close open accounts before you run this process.

11.2.1.2 Processing Materials. None.

11.2.1.3 Processing Actions. To begin the Close DF Accounts process, select A from the TISA Batch Processes As Required Command Menu.

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a. If all DVD customers are not receipted for or all accounts have not been flagged for closing, an error message is displayed and processing ends.

b. When all customer accounts are closed, the Installation Uniques File is updated. Then, the TISA Batch Processes As Required Command Menu is displayed.

11.2.1.4 Outputs. No reports are printed during this process.

11.2.2 Purge DF Accounts Process. Use this process to remove dining facility account information beyond a 6-month period, and store it on a tape.

11.2.2.1 Processing Restrictions. AFMIS should be operational for 6 months before you run this process.

11.2.2.2 Processing Materials. None.

11.2.2.3 Processing Actions. To begin the Purge DF Accounts process, select B from the TISA Batch Processes As Required Command Menu.

a. The message: **PURGE DFA PROCESS -- MONTH OF JAN** is displayed (month displayed is within the 6-month period).

b. When the purge is complete, the number of rows unloaded is displayed at the bottom of the screen. For example: **127 row(s) unloaded**. Then, the DFA Tape Request Screen (fig. 11.2-2) is displayed.

```
PURGE DFA PROCESS -- MONTH OF JAN

PLEASE MOUNT TAPE NOW      !
ENTER AN (R) WHEN TAPE IS MOUNTED
OR ENTER AN (X) TO CANCEL PROCESS
                          ->
```

Figure 11.2-2. DFA Tape Request Screen.

(1) When the Data Cartridge (tape) is loaded, enter R.

OR

(2) To cancel the process, enter X.

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c. When the Data Cartridge (tape) is loaded and the process is complete, the TISA Batch Processes As Required Command Menu is displayed.

d. When you cancel the process, a message is displayed: **DFA PURGE PROCESS CANCELED, NO RECORDS WILL BE DELETED !** Then, the TISA Batch Processes As Required Command Menu is displayed.

11.2.2.4 Outputs. No reports are printed during this process.

11.2.3 VRGC Purge Process. Use this process to remove VRGC transactions beyond a 120-day period, and store them on a tape.

11.2.3.1 Processing Restrictions. AFMIS should be operational for 4 months before you run this process.

11.2.3.2 Processing Materials. None.

11.2.3.3 Processing Actions. To begin the VRGC Purge process, select C from the TISA Batch Processes As Required Command Menu.

a. The following message is displayed: **PURGE VRGC PROCESS -- MONTH OF FEB** (month displayed is within the 120-day period).

b. When the purge is complete, the number of rows unloaded is displayed at the bottom of the screen. For example: **150 row(s) unloaded.** Then, the VRGC Tape Request Screen (fig. 11.2-3) is displayed.

```
PURGE VRGC PROCESS -- MONTH OF FEB

PLEASE MOUNT TAPE NOW      !
ENTER AN (R) WHEN TAPE HAS BEEN MOUNTED
OR ENTER AN (X) TO CANCEL PROCESS
->
```

Figure 11.2-3. VRGC Tape Request Screen.

(1) When the Data Cartridge (tape) is loaded, enter R.

OR

(2) To cancel the process, enter X.

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c. When the Data Cartridge (tape) is loaded and the process is complete, the TISA Batch Processes As Required Command Menu is displayed.

d. When you cancel the process, a message is displayed: **VRGC PURGE PROCESS CANCELLED; NO RECORDS WILL BE DELETED!**

11.2.3.4 Outputs. No reports are printed during this process.

11.2.4 Single Stock Fund Bypass DDN Process. Use this process to generate and transmit TA20 transactions to ODS (CONUS), or STANFINS (OCONUS) via DDN.

11.2.4.1 Processing Restrictions. None.

11.2.4.2 Processing Materials. None.

11.2.4.3 Processing Actions. To initiate the Single Stock Fund Bypass DDN process, select D from the TISA Batch Processes As Required Command Menu.

NOTE: The selections you see for options D and E on the TISA Batch As Required Command Menu Screen AJK-871 are based on the transmission method you choose on the Transmission Method Data Screen AJK-719. To change the transmission method, see paragraph 7.9.9 for processing instructions.

a. When you transmit Single Stock Fund Bypass DDN, a series of messages is displayed: **STARTING SINGLE STOCK FUND, TA20 RECORD SELECTION, This process will take several minutes...TA20 records are now being written to a UNIX file...This process will take several minutes...UNIX file will now be transmitted via DDN...Attempting to transmit ODS file. Please wait.**

(1) If the run is successful, the messages: **ODS file was successfully transmitted! Please stand by...** Then, the TISA Batch Processes As Required Command Menu is displayed.

(2) If the run is not successful, the message: **DDN FILE TRANSFER FAILED** is displayed. Then, the TISA Batch Processes As Required Command Menu is displayed.

b. If the file transfer failed, the next time the Single Stock Fund process is run, the following message will be displayed on the screen: **STARTING SINGLE STOCK FUND, TA20 RECORD SELECTION, THIS PROCESS WILL TAKE SEVERAL MINUTES...THE SYSTEM FOUND AN 'AFMIS*' FILE IN YOUR DIRECTORY... THIS INDICATES THAT THE PREVIOUS DDN WAS NOT SUCCESSFUL...CALL CUSTOMER SUPPORT TO RESOLVE THIS ISSUE BEFORE CONTINUING...STRIKE ANY KEY TO EXIT THE PROCESS**

NOTE: The SA should review the error log **ajkz3e** located in **/tisa/bt**. If the connection to the destination was not up or the password or login was incorrect the AFMIS file would remain in the **/tisa/bt** directory. After the conditions are corrected the file must be transmitted to ODS before the process can be executed from the Batch As Required Screens. To send the file to ODS from the command line the SA execute the script **ajkz3u.x01** from the command line passing the variable Y for ODS . e.g. **afmis> ajkz3u.x01 Y**. When the AFMIS file is successfully transmitted to ODS the file is archived in the **/backup/stanfins** directory.

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11.2.4.4 Outputs.

a. The Single Stock Fund – TA20 Records Report, PCN-Z3R is printed listing the debit and credit transactions for each reimbursable customer issue is printed during this process. See appendix C for an example of this report.

b. AR-25-400-2 lists the file numbers and retention periods for Food Service Program Files. AFMIS reports are not included in the current listings. Use the following information to file your reports:

(1) File No. 30-18d, TISA Reports (2-year file).

(2) Cut off this file at the end of the fiscal year, retain for 2 years, then destroy. For example:

COFF: 30 Sep 01 DEST: Oct 03

11.2.5 Transmit DSCP Data Via DDN/Create DSCP Tape Process. Use this process to transmit DSCP data by DDN or tape.

11.2.5.1 Processing Restrictions. None.

11.2.5.2 Processing Materials. None.

11.2.5.3 Processing Actions. To begin the Transmit DSCP Data Via DDN or Tape process, select E from the TISA Batch Processes As Required Command Menu.

a. When you transmit DSCP data by DDN, the following messages are displayed: **DHO records are now being written to a UNIX file. . .Please wait; then, Sending DSCP file via DDN. . .**

(1) If the run is successful, the message: **PROCESS COMPLETE** is displayed. Then, the TISA Batch Processes As Required Command Menu is displayed.

(2) If the run is not successful, the following messages are displayed: **DDN FILE TRANSFER FAILED . . . NO RECORDS SENT VIA DDN, ERROR MESSAGE WRITTEN TO ‘ajkyte’ NOTIFY ANALYST.** Then, the TISA Batch Processes As Required Command Menu is displayed.

(2) If there are no records to process, the message: **“NO RECORDS TO PROCESS... PROGRAM TERMINATED”** will appear. Then, the TISA Batch Processes As Required Command Menu is displayed.

b. When you transmit DSCP data by tape, the following messages are displayed: **DHO records are now being written to a UNIX file. . .Please wait; Please load magnetic tape. . . Depress ENTER when tape is loaded; then, Records being written to tape. . . Please wait.**

(1) If the run is successful, the message: **PROCESSING COMPLETE** is displayed. Then, the TISA Batch Processes As Required Command Menu is displayed.

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(2) If the run is not successful, the following messages are displayed: **TAPE WRITE FAILED. . .NO RECORDS SUCCESSFULLY WRITTEN. . .**, and **THERE WERE NO RECORDS ON THE DHO FILE TO PROCESS**. Then, the TISA Batch Processes As Required Command Menu is displayed.

c. When you have a successful transmission by DDN or tape, the Summary of Transactions sent to DSCP: TISA to DSCP Report (PCN AJK-YU1) is produced during the end-of-day run.

11.2.5.4 Outputs.

a. The Summary of Transactions Sent to DSCP: TISA to DSCP Report (PCN AJK-YU1) is printed during the End of Day Batch process (para 11.3). See appendix C for an example of this report.

b. AR 25-400-2 lists the file numbers and retention periods for Food Service Program Files. AFMIS reports are not included in the current listings. Use the following information to file your report:

(1) File No. 30-18, TISA Reports (2-year file).

(2) Cut off this file at the end of the fiscal year. Keep this report on file until you print a new one. Destroy the old report when you no longer need it.

11.2.6 DSCP MIF Update Process. **This process is no longer used in AFMIS. To update prices on the MIF for Non-STORES items use the Master Item File – Modify process to manually update the price.** Use this process to load DSCP price changes to the MIF for the next accounting period.

11.2.6.1 Processing Restrictions. Load the price list tape when you receive it. However, price changes cannot be effective before the new accounting period.

11.2.6.2 Processing Materials. None.

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11.2.6.3 TISA Batch Processes Warning Screen. To begin the DSCP MIF Update process, select F from the TISA Batch Processes As Required Command Menu. The TISA Batch Processes Warning Screen (fig. 11.2-4) is displayed. Select one of the following options and press [ENTER]:

```

#      #      #      #####      #      #      #      #      #      #      #      #      #
#      #      #      #      #      #      #      #      #      #      #      #      #      #
#      #      #      #      #      #      #      #      #      #      #      #      #      #
#      #      #      #      #      #      #      #      #      #      #      #      #      #
#      #      #      #      #      #      #      #      #      #      #      #      #      #
#      #      #      #      #      #      #      #      #      #      #      #      #      #
#      #      #      #      #      #      #      #      #      #      #      #      #      #
##     ##     #      #      #      #      #      #      #      #      #      #      #      #

#####
#THE CHOSEN PROCESS WILL LOCK ONE OR MORE DATABASE TABLES.      #
#IF ANOTHER PROCESS IS CURRENTLY ACCESSING A DATABASE TABLE THAT  #
#THIS PROCESS LOCKS OR ANOTHER PROCESS ATTEMPTS TO ACCESS A DATABASE #
#TABLE THAT THIS PROCESS LOCKS WHILE THIS PROCESS IS EXECUTING, THIS #
#PROCESS MAY ABORT AND/OR CAUSE THE OTHER PROCESS TO ABORT.      #
#PLEASE NOTE THAT YOU ARE NOT THE ONLY PERSON SIGNED ON TO THE SYSTEM. #
#####
      OPTION              OPTION DESCRIPTION

          1              CONTINUE WITH THE EXECUTION OF THE CHOSEN PROCESS.
          2              CANCEL THE EXECUTION OF THE CHOSEN PROCESS.

                                ENTER THE OPTION DESIRED AND DEPRESS <ENTER>

                                OPTION:      1
  
```

Figure 11.2-4. TISA Batch Processes Warning Screen

a. Select 1 and the TISA Batch Processes As Required Command Menu is displayed with this message at the top of the screen: **PLEASE MOUNT THE DSCP PRICE CHANGE TAPE.** Then, a message is displayed at the bottom of the screen: **ENTER A 'Y' WHEN THE TAPE IS MOUNTED OR 'X' TO EXIT:**

b. When the tape is mounted and the process is complete, the TISA Batch Processes As Required Command Menu is displayed.

OR

c. Select 2 and processing ends. The TISA Batch Processes As Required Command Menu is displayed.

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11.2.6.4 Outputs.

a. The DSCP MIF Update Report - Price Changes (PCN AJK- 4J1), DSCP MIF Update Report - Unit of Issues Changes (PCN AJK-4J2), DSCP MIF Update Report - Seasonal Items No Longer Available (PCN AJK-4J3), and the DSCP MIF Update Report - Price Effective Date (PCN AJK-4J4) are printed during this process. See appendix C for examples of these reports.

b. AR 25-400-2 lists the file numbers and retention periods for Food Service Program Files. AFMIS reports are not included in the current listings. Use the following information to file your reports:

(1) File No. 30-18d, TISA Reports (2-year file).

(2) Cut off this file at the end of the fiscal year. Keep these reports on file until you print new ones. Destroy the old reports when you no longer need them.

11.2.7 Purge TRF Process. Use this process to remove records from the transaction register beyond a 60-day period, and store them on a tape data cartridge.

11.2.7.1 Processing Restrictions. AFMIS should be operational for 2 months before you run this process.

11.2.7.2 Processing Materials. None.

11.2.7.3 Processing Actions. To begin the Purge TRF process, select G from the TISA Batch Processes As Required Command Menu.

a. A message is displayed: **TRF PURGE PROCESS - PURGING RECORDS WITH DATES PRIOR TO 02/16/2001** (date displayed is within the 60-day period).

b. When the purge is complete, you are requested to mount a tape. The Transaction Register Purge Report (PCN AJK-6P1) is printed. Then, the TISA Batch Processes As Required Command Menu is displayed.

11.2.7.4 Outputs.

a. The Transaction Register Purge Report (PCN AJK-6P1) is printed during this process. See appendix C for an example of this report.

b. AR 25-400-2 lists the file numbers and retention periods for Food Service Program Files. AFMIS reports are not included in the current listings. Use the following information to file your report:

(1) File No. 30-18d, TISA Reports (2-year file).

(2) Cut off this file at the end of the fiscal year. Keep this report on file until you print a new one. Destroy the old report when you no longer need it.

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11.2.8 Create Follow-up Records Process. Use this process to create and print DSCP follow-up records for outstanding requisitions. These records are created when no DSCP status tape is received or loaded. The first records are created 7 days after you release a requisition and don't receive the status. The cycle is repeated every 7 days.

11.2.8.1 Processing Restrictions. None.

11.2.8.2 Processing Materials. None.

11.2.8.3 Processing Actions. To create and print the follow-up records, select H from the TISA Batch Processes As Required Command Menu.

NOTE: To prevent the creation of unnecessary follow-up (AT__ , AFI) transactions, incoming DSCP status tapes should be loaded as soon as they are received.

a. This menu is displayed while information is gathered for the Document History File Follow-up Records Issued Report (PCN AJK-YG1).

b. The cursor moves to the bottom of the screen and the following messages are displayed: **ENTERED AJKYFP.4GE . . .**; then, **ENTERED AJKYGP.4GE . . .**

c. When the report is finished, the cursor moves back to the options menu at the top of the screen.

11.2.8.4 Outputs.

a. The Document History File Follow-up Records Issued Report (PCN AJK-YG1) is printed. See appendix C for an example of this report.

b. AR 25-400-2 lists the file numbers and retention periods for Food Service Program Files. AFMIS reports are not included in the current listings. Use the following information to file your report:

(1) File No. 30-18d, TISA Reports (2-year file).

(2) Keep this report on file until you print a new one. Destroy the old report when you no longer need it.

11.2.9 TISA Batch Processes As Required Command Menu Screen (CON'T) AJK-872.

a. Use this screen (fig. 11.2-5) to select the remaining As Required processes. Use J thru T to continue processing. Use P to return to the previous TISA Batch Processes As Required Command Menu. Use R to return to the TISA Batch Command Menu and X to return to the AFMIS Command Menu (TISA/Prime Vendor) screen AJK-920.

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b. To review the remaining As Required processes in TISA Batch, select N from the TISA Batch Processes As Required Command Menu Screen AJK-871. The TISA Batch Processes As Required Command Menu Screen AJK-872 (fig. 11.2-5) is displayed.

AS REQUIRED COMMAND OPTIONS CONT'D: I J K L M O Q S T U P R X			
INQUIRE PURGED DOCUMENT HISTORY RECORDS.			
DATE: 15 Jun 92		TISA BATCH PROCESSES AS REQUIRED COMMAND MENU	
		AJK-872	
(CONT'D)			
OPTION CODE	DESCRIPTION	OPTION CODE	DESCRIPTION
I -	PURGED DOC HIST RECORDS INQUIRY	Q -	DFO INTERFACE --TURN-INS
J -	PURGE AGED DOC HIST RECORDS	S -	DFO INTERFACE--DVD SHOPPING LISTS
K -	LOAD DSCP STATUS DATA	T -	DFO INTERFACE--ARCS SHOPPING LISTS
L -	PURGE 3161 HEADER/TRAILER	P -	PREVIOUS SCREEN OF AS REQUIRED PROCESSES
M -	DFO INTERFACE--ROS, SOC, XFR	R -	RETURN TO TISA BATCH COMMAND MENU
O -	DFO INTERFACE--HEADCOUNT	X -	EXIT FROM TISA PROCESSING
ENTER THE DESIRED OPTION CODE THRU RING MENU SELECTION. OPTION CODE:			

Figure 11.2-5. TISA Batch Process As Required Command Menu Screen (AJK-872) Group 2 Options.

11.2.10 Purged Doc Hist Records Inquiry Process. Use this process to retrieve and review specific records that are removed from the database files.

11.2.10.1 Processing Restrictions. None.

11.2.10.2 Processing Materials. Use the Monthly Transaction Register Report (PCN AJK-6N1) to complete this process.

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11.2.10.3 Options Ring Menu. To begin the Purged Document History Records Inquiry process, select I from the TISA Batch Processes As Required Command Menu. The Options Ring Menu (fig 11.2-6) is displayed.

OPTIONS: INQUIRE R X
INQUIRE AGAINST PURGED DOCUMENT HISTORY FILE RECORDS

Figure 11.2-6. Options Ring Menu .

- a. Select INQUIRE to review purged document history file records. The TISA Stock Accounting/Document History Inquire Purged Document History Screen AJK-815 (fig. 11.2-7) is displayed.
- b. Select R and the TISA Batch Processes As Required Command Menu is displayed.
- c. Select X and the return to the AFMIS Command Menu (TISA/Prime Vendor) screen AJK-920.

11.2.10.4 TISA Stock Accounting/Document History Inquire Purged Document History Screen AJK-815. Use this screen to confirm that the correct month's data is loaded, or exit processing.

DATE: 24 JUN 92	TROOP ISSUE SUBSISTENCE ACTIVITY STOCK ACCOUNTING/DOCUMENT HISTORY INQUIRE PURGED DOCUMENT HISTORY	AJK-815
MOUNT TAPE CONTAINING DESIRED MONTH'S DATA ON TAPE DRIVE		
ENTER DESIRED OPTION WHEN READY		
<u>OPTION</u>	<u>DESCRIPTION</u>	
1	TAPE IS MOUNTED ON TAPE DRIVE AND READY FOR UNLOADING	
2	EXIT FROM SCREEN AND RETURN TO RING MENU	
OPTION:		

Figure 11.2-7. TISA Stock Accounting/Document History Inquire Purged Document History Screen (AJK-815).

- a. Select 1 to confirm that the tape for the month being purged is loaded.
 - (1) When the tape is mounted, a message is displayed: **SYSTEM NOW UNLOADING DATA FROM TAPE BACK INTO SYSTEM - PLEASE WAIT !**

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(2) When the data is loaded, information is gathered for that month's transactions. The transactions are displayed on the TISA Stock Accounting/Document History Inquire Purged Document History Screen AJK-816 (fig. 11.2-8).

- b. Select 2 to exit this screen and the Options Ring Menu is displayed.

11.2.10.5 TISA Stock Accounting/Document History Inquire Purged Document History Screen AJK-816. Use this screen to enter review data for a specific NSN or document number.

DEPRESS <ENTER> TO MOVE CURSOR TO DESIRED FIELD(S)		
DEPRESS <ESC> TO ENACT QUERY AFTER ENTERING DATA		
DATE:	24 JUN 92	TROOP ISSUE SUBSISTENCE ACTIVITY
		STOCK ACCOUNTING/DOCUMENT HISTORY
		INQUIRE PURGED DOCUMENT HISTORY
		AJK-816
ENTER DATA IN ANY COMBINATION OF DESIRED FIELDS BELOW		
DOCUMENT NUMBER:	W26QKQ00810100	
DIC:	AE1	
NSN:	8910001258440	
	(ENTER NSN WITHOUT HYPHENS)	
DATE OF LAST ACTION:		
	(ENTER IN MM/DD/YYYY FORMAT)	

Figure 11.2-8. TISA Stock Accounting/Document History Inquire Purged Document History Screen (AJK-816).

- a. Enter a document number and press [ENTER]. The cursor moves to the DIC field.
- b. Enter a document identifier code and press [ENTER]. The cursor moves to the NSN field.
- c. Enter the NSN and press [ENTER]. The cursor moves to the DATE OF LAST ACTION field.
- d. Enter the date of last action and press [ESC]. The TISA Stock Accounting/ Document History Inquire Purged Document History Screen AJK-817 (fig. 11.2-9) is displayed.
- e. If you make an invalid entry, an error message is displayed and the cursor moves back to that field.

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11.2.10.6 TISA Stock Accounting/Document History Inquire Purged Document History Screen
AJK-817. Use this screen to review items that match the query you selected.

DATE: 24 JUN 92		TROOP ISSUE SUBSISTENCE ACTIVITY					AJK-817
STOCK ACCOUNTING/DOCUMENT HISTORY							
INQUIRE PURGED DOCUMENT HISTORY							
DOCUMENT	DIC	RIC	NSN	UNIT/	QTY	STA	DATE LAST
NUMBER				ISSUE	REQ	CD	ACTIVE
W26QKQ00810100	AE1	S9P	8910-00-125-8440	LB	322	AF	13 Jun 90
W26QKQ00810100	AE1	S9P	8910-00-125-8440	LB	322	AE	26 Jun 90
W26QKQ00810100	AE1	S9P	8910-00-125-8440	LB	322	AE	16 Jul 90
TO EXIT PROCESS, PRESS <ESC>							

Figure 11.2-9. TISA Stock Accounting/Document History Inquire Purged Document History
Screen (AJK-817).

a. This screen displays the document number, document identifier code, routing identifier code, NSN, unit of issue, quantity required, status code, and date last active.

NOTE: A block of fifty records is displayed at a time. If more than fifty records are available for review, press [ESC] after each block to continue.

b. You can review the purged information by using the following keys:

(1) Use the [ENTER] or ARROW keys to scroll forward and back through the list by line.

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(2) Use the [F3] key to page forward and the [F4] key to page back.

c. When you finish your review, press [ESC]. An Options Ring Menu is displayed.

11.2.10.7 Options Ring Menu. Use this ring menu (fig. 11.2-10) to select other purged document history records, print purged document history records, or exit processing.

OPTIONS: DISPLAY PRINT EXIT
VIEW ADDITIONAL PURGED DOCUMENT HISTORY RECORDS ON SCREEN

Figure 11.2-10. Options Ring Menu.

a. Select **DISPLAY** and Screen AJK-816 is displayed so you can review other purged document history records.

b. Select **PRINT** and a message is displayed while the Document History Purge File Inquiry Report (PCN AJK-YD1) is being printed.

c. Select **EXIT** and the system login screen is displayed.

11.2.10.8 Outputs.

a. The Document History Purge File Inquiry Report (PCN AJK-YD1) is printed during this process. See appendix C for an example of this report.

b. AR 25-400-2 lists the file numbers and retention periods for Food Service Program Files. AFMIS reports are not included in the current listings. Use the following information to file your report:

(1) File No. 30-18d, TISA Reports (2-year file).

(2) Cut off this file at the end of the fiscal year. Keep this report on file until you print a new one. Destroy the old report when you no longer need it.

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11.2.11 Purge Aged Doc Hist Records Process. Use this process to remove inactive records (within 120-day period) from files and store them on a tape.

11.2.11.1 Processing Restrictions. AFMIS should be operational for 4 months before you run this process.

11.2.11.2 Processing Materials. None.

11.2.11.3 Processing Actions. To begin the Purge Aged Document History Records process, select J from the TISA Batch Processes As Required Command Menu.

a. A series of messages is displayed: **Document history file purge process started** **please wait**; then, **MONTHLY PURGE PROCESS HAS BEEN INITIATED**; then, **PLEASE WAIT WHILE RECORDS ARE UNLOADED TO 'AJKYSD'**.

b. After the records are gathered, a message is displayed. For example: **84 Row(s) Retrieved Into Temp Table.**

c. Then, another message is displayed: **UNLOAD COMPLETED....NOW THE BACK-UP TAPE MUST BE MOUNTED!**

d. When the back-up tape is mounted, type 'mntd' and press [ENTER]. To cancel processing, press [ENTER] with no entry.

(1) When you type 'mntd', the Document History Purge Information Screen (fig. 11.2-11) is displayed.

<pre>FILE 'AJKYSD' WILL NOW BE COPIED TO STORAGE TAPE return code from copy ajkysd to tape =0 COPY OF 'AJKYSD' TO TAPE COMPLETED RECORDS TO BE PURGED WILL NOW BE PRINTED; PLEASE WAIT</pre>
--

Figure 11.2-11. Document History Purge Information Screen.

(2) After the purged records are printed, the process is complete. Then, the TISA Batch Processes As Required Command Menu is displayed.

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11.2.11.4 Outputs.

a. The Purged DHF Records Report (PCN AJK-YS1) is printed during this process. See appendix C for an example of this report.

b. AR 25-400-2 lists the file numbers and retention periods for Food Service Program Files. AFMIS reports are not included in the current listings. Use the following information to file your report:

(1) File No. 30-18d, TISA Reports (2-year file).

(2) Cut off this file at the end of the fiscal year. Keep this report on file until you print a new one. Destroy the old report when you no longer need it.

11.2.12 Load DSCP Status Data Process. Use this process to load requisition status to a file for transactions received from DSCP.

11.2.12.1 Processing Restrictions. None.

11.2.12.2 Processing Materials. None.

11.2.12.3 Processing Actions. To begin the Load DSCP Status Data process, select K from the TISA Batch Processes As Required Command Menu.

a. When you load DSCP data by tape and the tape is properly mounted, the message: **STARTING TAPE COPY** is displayed.

(1) If the run is successful, the message: **PROCESSING COMPLETE** is displayed. All DSCP status records are loaded to the Document History Transaction Input File (DHI). Then, the TISA Batch Processes As Required Command Menu is displayed.

(2) If the run is not successful, the message: **CANNOT READ THE DSCP STATUS TAPE** is displayed. Then, the TISA Batch Processes As Required Command Menu is displayed.

b. When you load DSCP data by DDN, the following message is displayed: **SINCE DDN IS THE TRANSMISSION METHOD, DSCP STATUS DATA WILL BE LOADED IN THE END OF DAY PROCESS.** Then, the TISA Batch Processes As Required Command Menu is displayed. The DSCP status records are loaded to the Document History Transaction Input File (DHI) during the end-of-day run and are transmitted by DDN.

c. When you load DSCP requisition status by tape or DDN, the DSCP to TISA Report - TISA Status Records (PCN AJK-YV1) and the DSCP to TISA Report - Non TISA Status Records (PCN AJK-YV2) are produced during the end-of-day run.

11.2.12.4 Outputs.

a. The DSCP to TISA Report - TISA Status Records (PCN AJK-YV1) and the DSCP to TISA Report - Non TISA Status Records (PCN AJK-YV2) are printed during the End of Day Batch process (para 11.3). See appendix C for examples of these reports.

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b. AR 25-400-2 lists the file numbers and retention periods for Food Service Program Files. AFMIS reports are not included in the current listings. Use the following information to file your reports:

(1) File No. 30-18d, TISA Reports (2-year file).

(2) Cut off this file at the end of the fiscal year. Keep these reports on file until you print new ones. Destroy the old reports when you no longer need them.

11.2.13 Purge 3161 Header/Trailer Process. Use this process to remove all records which are at least 31 days old from the Header/Trailer files.

11.2.13.1 Processing Restrictions. AFMIS should be operational for 2 months before you run this process.

11.2.13.2 Processing Materials. None.

11.2.13.3 Processing Actions. To begin the Purge 3161 Header/Trailer process, select L from the TISA Batch Processes As Required Command Menu.

a. A message is displayed: **PURGE HEADER/TRAILER 3161 PROCESS -- MONTH OF MAY !**

b. The old records are deleted. Then, the TISA Batch Processes As Required Command Menu is displayed.

c. When there are no records to purge, two messages are displayed: **NO H3161 RECORDS TO BE PURGED**; then, **ERROR LOG (AJK1KE) WAS GENERATED**. Then, the TISA Batch Processes As Required Command Menu is displayed.

11.2.13.4 Outputs. No reports are printed during this process.

11.2.14 DFO Interface--ROS, SOC, XFR Process. Use this process to load ROS, SOC, and XFR records received from the DFO Transaction Output File.

11.2.14.1 Processing Restrictions. None.

11.2.14.2 Processing Materials. None.

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11.2.14.3 TISA Batch Processes Warning Screen. To begin the DFO Interface--ROS, SOC, XFR process, select M from the TISA Batch Processes As Required Command Menu. The TISA Batch Processes Warning Screen (fig. 11.2-12) is displayed. Select one of the following options and press [ENTER]:

```

#      #      #      #####      #      #      #      #      #      #      #      #      #
#      #      #      #      #      #      #      #      #      #      #      #      #      #
#      #      #      #      #      #      #      #      #      #      #      #      #      #
#      #      #      #      #      #      #      #      #      #      #      #      #      #
#      #      #      #      #      #      #      #      #      #      #      #      #      #
#      #      #      #      #      #      #      #      #      #      #      #      #      #
#      #      #      #      #      #      #      #      #      #      #      #      #      #
##     ##     #      #      #      #      #      #      #      #      #      #      #      #

#####
#      THE CHOSEN PROCESS WILL LOCK ONE OR MORE DATABASE TABLES.      #
#      IF ANOTHER PROCESS IS CURRENTLY ACCESSING A DATABASE TABLE THAT  #
#      THIS PROCESS LOCKS OR ANOTHER PROCESS ATTEMPTS TO ACCESS A DATABASE #
#      TABLE THAT THIS PROCESS LOCKS WHILE THIS PROCESS IS EXECUTING, THIS #
#      #PROCESS MAY ABORT AND/OR CAUSE THE OTHER PROCESS TO ABORT.      #
#      PLEASE NOTE THAT YOU ARE NOT THE ONLY PERSON SIGNED ON TO THE SYSTEM. #
#####
      OPTION      OPTION DESCRIPTION
      1            CONTINUE WITH THE EXECUTION OF THE CHOSEN PROCESS.
      2            CANCEL THE EXECUTION OF THE CHOSEN PROCESS.

      ENTER THE OPTION DESIRED AND DEPRESS <ENTER>

      OPTION:      1
    
```

Figure 11.2-12. TISA Batch Processes Warning Screen

- a. Select 1 and the following messages are displayed: **PROCESSING ROS, SOC, AND XRF DATA -- FROM DFO TO TISA!**; then, **TRANSACTION INPUT RECORDS = 0** (the number of records are displayed).
- b. When there are no records to process, the TISA Batch Processes As Required Command Menu is displayed.
- c. Select 2 and processing ends. The TISA Batch Processes As Required Command Menu is displayed.

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11.2.14.4 Outputs.

a. The DFO to TISA (ROS, SOC, XRF) Transaction Error Listing Report (PCN AJK-1F1) is printed. See appendix C for an example of this report.

b. AR 25-400-2 lists the file numbers and retention periods for Food Service Program Files. AFMIS reports are not included in the current listings. Use the following information to file your report:

(1) File No. 30-18d, TISA Reports (2-year file).

(2) Cut off this file at the end of the fiscal year. Keep this report on file until you print a new one. Destroy the old report when you no longer need it.

11.2.15 DFO Interface--Headcount. Use this process to load and update TISA's files with the DFO headcount and inventory dollar values.

11.2.15.1 Processing Restrictions. None.

11.2.15.2 Processing Materials. None.

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11.2.15.3 TISA Batch Processes Warning Screen. To begin the DFO Interface--Headcount process, select O from the TISA Batch Processes As Required Command Menu. The TISA Batch Processes Warning Screen (fig. 11.2-13) is displayed. Select one of the following options and press [ENTER]:

```

#      #      #      #####      #      #      #      #      #      #      #      #      #
#      #      #      #      #      #      #      #      #      #      #      #      #      #
#      #      #      #      #      #      #      #      #      #      #      #      #      #
#      #      #      #      #      #      #      #      #      #      #      #      #      #
#      #      #      #      #      #      #      #      #      #      #      #      #      #
#      #      #      #      #      #      #      #      #      #      #      #      #      #
#      #      #      #      #      #      #      #      #      #      #      #      #      #
##     ##     #      #      #      #      #      #      #      #      #      #      #      #

#####
#      THE CHOSEN PROCESS WILL LOCK ONE OR MORE DATABASE TABLES.      #
#      IF ANOTHER PROCESS IS CURRENTLY ACCESSING A DATABASE TABLE THAT  #
#      THIS PROCESS LOCKS OR ANOTHER PROCESS ATTEMPTS TO ACCESS A DATABASE #
#      TABLE THAT THIS PROCESS LOCKS WHILE THIS PROCESS IS EXECUTING, THIS #
#      #PROCESS MAY ABORT AND/OR CAUSE THE OTHER PROCESS TO ABORT.      #
#      PLEASE NOTE THAT YOU ARE NOT THE ONLY PERSON SIGNED ON TO THE SYSTEM. #
#####
      OPTION      OPTION DESCRIPTION
      1            CONTINUE WITH THE EXECUTION OF THE CHOSEN PROCESS.
      2            CANCEL THE EXECUTION OF THE CHOSEN PROCESS.

      ENTER THE OPTION DESIRED AND DEPRESS <ENTER>

      OPTION:      1

```

Figure 11.2-13. TISA Batch Processes Warning Screen

- a. Select 1 and the following messages are displayed: **DFO Interface Headcount Process in progress, Please Wait !**; then, **DFO Interface Headcount Process completed!**
- b. When no records are found, two messages are displayed: **No Headcount Records found for processing!**; then, **No Inventory Records found for processing!** Then, the TISA Batch Processes As Required Command Menu is displayed.

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c. Select 2 and processing ends. The TISA Batch Processes As Required Command Menu is displayed.

11.2.15.4 Outputs.

a. The DFO to TISA - Headcount Transaction Error Listing (PCN AJK-111) is printed during this process. See appendix C for an example of this report.

b. AR 25-400-2 lists the file numbers and retention periods for Food Service Program Files. AFMIS reports are not included in the current listings. Use the following information to file your report:

(1) File No. 30-18d, TISA Reports (2-year file).

(2) Cut off this file at the end of the fiscal year. Keep this report on file until you print a new one. Destroy the old report when you no longer need it.

11.2.16 DFO Interface--Turn-ins Process. Use this process to load turn-in transactions for processing.

11.2.16.1 Processing Restrictions. None.

11.2.16.2 Processing Materials. None.

11.2.16.3 Processing Actions. To begin the DFO Interface Turn-ins process, select Q from the TISA Batch Processes As Required Command Menu.

a. When turn-in transactions are found, the H3161 file is updated. Then, the TISA Batch Processes As Required Command Menu is displayed.

b. When no transactions are found, a message is displayed: **NO TURN-INS FOUND ON THE TIN FILE --- EXITING.** Then, the TISA Batch Processes As Required Command Menu is displayed.

11.2.16.4 Outputs. No reports are printed during this process.

11.2.17 DFO Interface--DVD Shopping Lists Process. Use this process to load DFO DVD shopping lists from the TISA Transaction Input (TIN) File and create records on the TISA's Customer Order File.

11.2.17.1 Processing Restrictions. None.

11.2.17.2 Processing Materials. None.

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11.2.17.3 TISA Batch Processes Warning Screen. To begin the DFO Interface--DVD Shopping Lists process, select S from the TISA Batch Processes As Required Command Menu. The TISA Batch Processes Warning Screen (fig. 11.2-14) is displayed. Select one of the following options and press [ENTER]:

```
# # # ##### # # # # # # # # # # # #
# # # # # # # # # # # # # # # # # # # #
# # # # # # # # # # # # # # # # # # # #
# # # # # # # # # # # # # # # # # # # #
# # # ##### # # # # # # # # # # # # # #
# # # # # # # # # # # # # # # # # # # #
# # # # # # # # # # # # # # # # # # # #
## ## # # # # # # # # # # # # # # # #

#####
# THE CHOSEN PROCESS WILL LOCK ONE OR MORE DATABASE TABLES. #
# IF ANOTHER PROCESS IS CURRENTLY ACCESSING A DATABASE TABLE THAT #
# THIS PROCESS LOCKS OR ANOTHER PROCESS ATTEMPTS TO ACCESS A DATABASE #
# TABLE THAT THIS PROCESS LOCKS WHILE THIS PROCESS IS EXECUTING, THIS #
# #PROCESS MAY ABORT AND/OR CAUSE THE OTHER PROCESS TO ABORT. #
# PLEASE NOTE THAT YOU ARE NOT THE ONLY PERSON SIGNED ON TO THE SYSTEM. #
#####

OPTION          OPTION DESCRIPTION

          1          CONTINUE WITH THE EXECUTION OF THE CHOSEN PROCESS.
          2          CANCEL THE EXECUTION OF THE CHOSEN PROCESS.

          ENTER THE OPTION DESIRED AND DEPRESS <ENTER>

OPTION:      1
```

Figure 11.2-14. TISA Batch Processes Warning Screen

a. Select 1 and a message is displayed: **THE DFO TO TISA DVD EDIT PROCESS IS NOW EXECUTING.** When DVD shopping lists are on file and the process is complete, the TISA Batch Processes As Required Command Menu is displayed.

b. When no shopping lists are on file, a series of messages is displayed: **NO DVD SHOPPING LIST TRANSACTIONS WERE FOUND FOR PROCESSING;** then, **THE DFO TO TISA DVD EDIT PROCESS HAS NOW COMPLETED WITH ERROR WARNINGS;** then, **ERROR LOG FILE [ajkzoe] WILL BE SUBMITTED FOR PRINTING.** Then, the TISA Batch Processes As Required Command Menu is displayed.

c. Select 2 and processing ends. The TISA Batch Processes As Required Command Menu is displayed.

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11.2.17.4 Outputs.

a. The TISA Shopping List Retrieval - EOD Report (PCN AJK-XQ1) is printed during this process. See appendix C for an example of this report.

b. AR 25-400-2 lists the file numbers and retention periods for Food Service Program Files. AFMIS reports are not included in the current listings. Use the following information to file your report:

(1) File No. 30-18d, TISA Reports (2-year file).

(2) Cut off this file at the end of the fiscal year. Keep this report on file until you print new a one. Destroy the old report when you no longer need it.

11.2.18 DFO Interface--ARCS Shopping Lists. Use this process to load DFO ARCS shopping lists from the TIN File.

11.2.18.1 Processing Restrictions. None.

11.2.18.2 Processing Materials. None.

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11.2.18.3 TISA Batch Processes Warning Screen. To begin the DFO Interface--ARCS Shopping Lists process, select T from the TISA Batch Processes As Required Command Menu. The TISA Batch Processes Warning Screen (fig. 11.2-15) is displayed. Select one of the following options and press [ENTER]:

```

#      #      #      #####      #      #      #      #      #      #      #      #      #
#      #      #      #      #      #      #      #      #      #      #      #      #      #
#      #      #      #      #      #      #      #      #      #      #      #      #      #
#      #      #      #      #      #      #      #      #      #      #      #      #      #
#      #      #      #      #      #      #      #      #      #      #      #      #      #
#      #      #      #      #      #      #      #      #      #      #      #      #      #
#      #      #      #      #      #      #      #      #      #      #      #      #      #
##     ##     #      #      #      #      #      #      #      #      #      #      #      #

#####
#      THE CHOSEN PROCESS WILL LOCK ONE OR MORE DATABASE TABLES.      #
#      IF ANOTHER PROCESS IS CURRENTLY ACCESSING A DATABASE TABLE THAT  #
#      THIS PROCESS LOCKS OR ANOTHER PROCESS ATTEMPTS TO ACCESS A DATABASE #
#      TABLE THAT THIS PROCESS LOCKS WHILE THIS PROCESS IS EXECUTING, THIS #
#      #PROCESS MAY ABORT AND/OR CAUSE THE OTHER PROCESS TO ABORT.      #
#      PLEASE NOTE THAT YOU ARE NOT THE ONLY PERSON SIGNED ON TO THE SYSTEM. #
#####
      OPTION      OPTION DESCRIPTION
      1            CONTINUE WITH THE EXECUTION OF THE CHOSEN PROCESS.
      2            CANCEL THE EXECUTION OF THE CHOSEN PROCESS.

      ENTER THE OPTION DESIRED AND DEPRESS <ENTER>

      OPTION:      1
    
```

Figure 11.2-15. TISA Batch Processes Warning Screen

- a. When you select 1 and no shopping lists are on file, the message: **NO SHOPPING LIST RECORDS EXTRACTED!** is displayed. Then, the TISA Batch Processes As Required Command Menu is displayed.
- b. When shopping lists are on file and the process is complete, the TISA Batch Processes Command Menu is displayed.
- c. Select 2 and processing ends. The TISA Batch Processes As Required Command Menu is displayed.

11.2.18.4 Outputs.

- a. The TISA Shopping List Retrieval - EOD Report (PCN AJK-XQ1) is printed during this process. See appendix C for an example of this report.

b. AR 25-400-2 lists the file numbers and retention periods for Food Service Program Files. AFMIS reports are not included in the current listings. Use the following information to file your report.

(1) File No. 30-18d, TISA Reports (2-year file).

(2) Cut off this file at the end of the fiscal year. Keep this report on file until you print a new one. Destroy the old report when you no longer need it.

11.3 End of Day Batch Process. The SA is responsible for scheduling and running the End of Day Batch process. This is done each day to perform database file updates; create output transactions for the TISA, DFOs, ODS/STANFINS, and DISMS; and read in transactions from the TISA, DFOs, and DISMS.

11.3.1 Processing Restrictions. The End of Day (EOD) process is designed to run at the end of each working day. Once it is finished, it cannot be run again in the same day. All users must log off the system before the SA starts this process. The SA must set up and coordinate the end-of-day run with all users. If a run is scheduled earlier or later than the established time, the SA must contact all users.

11.3.2 Outputs.

a. The following reports are printed during this process:

(1) DFO to TISA (ROS, SOC, XFR) Transaction Error Listing Report (PCN AJK-1F1).

(2) Financial Accounting (Headcount) Transaction Error Listing - DFO to TISA Report (PCN AJK-1I1).

(3) NSNs Flagged for Deletion (DFO Not Notified) Report (PCN AJK-4D1).

(4) NSNs Flagged for Deletion (DFO Notified) Report (PCN AJK-4D2).

(5) Daily Transaction Register Report (PCN AJK-6M1).

(6) Data Loaded to Transaction Input File Report (PCN AJK-752).

(7) Data Sent to On-line Dining Facilities Report (PCN AJK-753).

(8) Shopping List Retrieval Report - EOD (PCN AJK-XQ1).

(9) Shopping List Retrieval - Error Report (PCN AJK-XQ2).

(10) Status Records Deleted from the Document History Input File Report (PCN AJK-YE1).

(11) Document History Manager Referral List Report (PCN AJK-YM1).

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- (12) Document History Manager Daily Activity Report (PCN AJK-YN1).
- (13) Document History Daily Activity Report (PCN AJK-YP1).
- (14) DSCP to TISA Report - TISA Status Records (PCN AJK-YV1).
- (15) DSCP to TISA Report - Non TISA Status Records (PCN AJK-YV2).
- (16) Direct Vendor Delivery Missed Requirements Report (PCN AJK-Z11).
- (17) Direct Vendor Delivery Open Expired Obligations Report (PCN AJK-Z12).
- (18) Purged Records from Obligation Estimate File Report (PCN AJK-ZG1).
- (19) Purged Records from Customer Order File Report (PCN AJK-ZG2).
- (20) Purged Records from Vendor Order File Report (PCN AJK-ZG3).
- (21) Obligation Estimate Exception Report (PCN AJK-ZG4).
- (22) Customer Order Exception Report (PCN AJK-ZG5).
- (23) Vendor Order Exception Report (PCN AJK-ZG6).
- (24) DVD Transaction Error Listing - DFO to TISA Report (PCN AJK-ZO1).
- (25) DVD Requirements - DFO to TISA Report (PCN AJK-ZO2).
- (26) Master Item File Negative Balance Report (PCN AJK-981).
- (27) Recipe Number Exception List (PCN AJK-GV1).
- (28) Report of Recipe Not-In-Stock Summary (PCN AJK-GV2).
- (29) Report of Recipe Cost Which Exceeds Limits (PCN AJK-GV3).

b. See appendix C for examples of these reports. When the end-of-day run is complete, you can get these reports from the SA.

c. AR 25-400-2 lists the file numbers and retention periods for Food Service Program Files. AFMIS reports are not included in the current listings. Use the following information to file your reports:

- (1) File No. 30-18d, TISA Reports (2-year file).

(2) Cut off this file at the end of the fiscal year. Keep these reports on file until you print new ones. Destroy the old reports when you no longer need them.

11.4 End of Month Batch Process. The SA is responsible for scheduling and running the End of Month Batch process. This is done each month (not before the 25th) to perform database file updates; create output transactions for the TISA, DFOs, ODS/STANFINS, and DISMS; and read in transactions from the TISA, DFOs, and DISMS.

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11.4.1 Processing Restrictions.

a. All users must log off before the SA starts this process. The SA must coordinate the end-of-month run schedule with all users. If a run is scheduled earlier or later than the coordinated time, the SA must contact all users.

b. Before the SA can start the end-of-month run, the steps listed below must be completed.

c. Before the last working day of the month, complete the following steps:

(1) Make sure that the previous month's VRGC is closed.

(2) Add next month's issue frequency schedule. The schedule should be completed by the 15th day of the current month. See paragraph 7.6 for processing instructions.

(3) Update Non-STORES item prices using the MIF Modify Item process (para 7.2.5) to enter new prices from the C 8900PL. Ask the SA to print the Master Item File Report (PCN AJK-MIF) and compare it to the C 8900PL to verify that all price changes are posted.

(4) Enter next month's BDFA. See paragraph 7.3 for processing instructions.

(5) Enter next month's DVD obligations (if necessary). See paragraph 5.2.9 for processing instructions.

(6) When the current DVD vendor contract expires, add the new vendor contract information and items (if necessary). See paragraph 7.5.4 for processing instructions.

d. When all these steps are complete, contact the SA and have him/her run the End of Day and End of Month Batch processes.

11.4.2 Outputs.

a. The following reports are printed during the End of Month process: Inventory Adjustment Monetary Account - Perishable Report (PCN AJK-4P1), Inventory Adjustment Monetary Account - Semiperishable Report (PCN AJK-4P2), and the Monthly Transaction Register Report (PCN AJK-6N1).

b. AR 25-400-2 lists the file numbers and retention periods for Food Service Program Files. AFMIS reports are not included in the current listings. Use the following information to file your reports:

(1) File No. 30-18d, TISA Reports (2-year file).

(2) Cut off this file at the end of the fiscal year. Keep these reports on file until you print new ones. Destroy the old reports when you no longer need them.

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11.5 AFMIS Internal Communications Subfunction. Use this subfunction to send transactions to on-line dining facilities and load data received from them to the TISA files.

11.5.1 Processing Restrictions. On-line dining facilities must be listed on the Customer Information File (CIF) to run this subfunction.

11.5.2 Processing Materials. None.

11.5.3 AFMIS Internal Communications Command Menu Screen AJK-873. To begin the AFMIS Internal Communications subfunction, select C from the TISA Batch Processes Command Menu. The AFMIS Internal Communications Command Menu (fig. 11.5-1) is displayed.

AFMIS INTERNAL COMMUNICATIONS COMMAND OPTIONS: S L R X		
SEND DATA TO ON-LINE DINING FACILITIES.		
DATE: 15 JUN 92 AFMIS INTERNAL COMMUNICATIONS COMMAND MENU AJK-873		
OPTION CODE	DESCRIPTION	
S	SEND DATA TO ON-LINE DINING FACILITIES	
L	LOAD DATA RECEIVED FROM ON-LINE DINING FACILITIES	
R	RETURN TO TISA BATCH PROCESSES COMMAND MENU	
X	EXIT FROM TISA PROCESSING	
ENTER THE DESIRED OPTION CODE THRU RING MENU SELECTION. OPTION CODE:		

Figure 11.5-1. AFMIS Internal Communications Command Menu Screen (AJK-873).

NOTE: Processing options for AFMIS Internal Communications are replaced by the End of Day Batch process.

11.5.3.1 Send Data to On-line Dining Facilities Option. Select S to send data to on-line dining facilities. The TISA Batch Processes Warning Screen (fig. 11.5-2) is displayed. Select one of the following options and press [ENTER]:

Figure 11.5-2. TISA Batch Processes Warning Screen

- a. Select 1 and the message: **BEGINNING COMMUNICATIONS . . . PLEASE WAIT** is displayed. The system gathers transactions on the TOT that are not transmitted, and sorts them by dining facility number. Then, they are sent to the appropriate dining facility files.

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(1) A series of messages is displayed during this process. If an error occurs during the run, notify the SA and restart the process.

(2) When the process is complete, this message is displayed: **DATA SUCCESSFULLY TRANSFERRED TO ON-LINE DINING FACILITIES!** Then, the AFMIS Internal Communications Command Menu is displayed.

b. Select 2 and processing ends. The AFMIS Internal Communications Command Menu is displayed.

11.5.3.2 Load Data Received From On-Line Dining Facilities Option. Select L to load data from the dining facilities. The TISA Batch Processes Warning Screen (fig. 11.5-3) is displayed. Select one of the following options and press [ENTER]:

#	#	#	####	#	#	###	#	#	####	###	###
#	#	#	#	#	#	#	#	#	#	#	###
#	#	#	#	#	#	#	#	#	#	#	###
#	#	#	#	#	#####	#	#	#	#	#	###
#	#	#	#####	#	#	#	#	#	#	###	#
#	#	#	#	#	#	#	#	#	#	#	#
#	#	#	#	#	#	#	#	#	#	#	###
#	#	#	#	#	#	#	#	#	#	#	###
##	##	#	#	#	#	#	###	#	#	####	###

#####	
#	THE CHOSEN PROCESS WILL LOCK ONE OR MORE DATABASE TABLES.
#	IF ANOTHER PROCESS IS CURRENTLY ACCESSING A DATABASE TABLE THAT
#	THIS PROCESS LOCKS OR ANOTHER PROCESS ATTEMPTS TO ACCESS A DATABASE
#	TABLE THAT THIS PROCESS LOCKS WHILE THIS PROCESS IS EXECUTING, THIS
#	#PROCESS MAY ABORT AND/OR CAUSE THE OTHER PROCESS TO ABORT.
#	PLEASE NOTE THAT YOU ARE NOT THE ONLY PERSON SIGNED ON TO THE SYSTEM.
#####	
OPTION	OPTION DESCRIPTION
1	CONTINUE WITH THE EXECUTION OF THE CHOSEN PROCESS.
2	CANCEL THE EXECUTION OF THE CHOSEN PROCESS.
ENTER THE OPTION DESIRED AND DEPRESS <ENTER>	
OPTION:	1

Figure 11.5-3. TISA Batch Processes Warning Screen

a. Select 1 and the message: **BEGINNING LOAD PROCESS . . . PLEASE WAIT!** is displayed. The system gathers data submitted by the dining facilities and loads it to TISA files.

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(1) A series of messages is displayed during this process. If an error occurs during the run, notify the SA and restart the process.

(2) When the process is complete, an information message is displayed. Then, the AFMIS Internal Communications Command Menu is displayed.

OR

(3) When no data is submitted by the dining facilities, the messages: **NO DATA RECEIVED FROM ON-LINE DINING FACILITIES**, and **NO DATA LOADED !** are displayed. Then, the AFMIS Internal Communications Command Menu is displayed.

b. Select 2 and processing ends. The AFMIS Internal Communications Command Menu is displayed.

11.5.4 Outputs.

a. The Transaction Error Listing - DFO to TISA Report (PCN AJK-1F1) and the Data Loaded to Transaction Input File Report (PCN AJK-752) are printed during this process. See appendix C for examples of these reports.

b. AR 25-400-2 lists the file numbers and retention periods for Food Service Program Files. AFMIS reports are not included in the current listings. Use the following information to file your report:

(1) File No. 30-18d, TISA Reports (2-year file).

(2) Cut off this file at the end of the fiscal year. Keep these reports on file until you print new ones. Destroy the old reports when you no longer need them.